



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 16 April 2024

Dear Members

You are summoned to attend a **Full Council Meeting** of Melksham Without Parish Council which will be held on **Monday 22 April 2024 at 7pm** at **Melksham Without Parish Council Offices, First Floor, Melksham Community Campus, Market Place, Melksham, SN12 6ES** to consider the agenda below:

TO ACCESS THE MEETING REMOTELY, PLEASE FOLLOW THE ZOOM LINK BELOW. THE LINK WILL ALSO BE POSTED ON THE PARISH COUNCIL WEBSITE WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Click link here:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09>

Or go to www.zoom.us or Phone 0131 4601196 and enter: **Meeting ID: 279 181 5985**
Passcode: 070920. Instructions on how to access Zoom are on the parish council website www.melkshamwithout.co.uk. If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

Yours sincerely

A handwritten signature in cursive script that reads 'T. Strange'.

Teresa Strange, Clerk

AGENDA

1. **Welcome, Announcements & Housekeeping**
2. a) To receive **apologies** and consider approval of reasons given.
b) To review Councillor Andy Russell's Leave of Absence.
3. **Invited Guests:**
 - a) Wiltshire Police: **Detective Inspector Andrew Lemon & Sergeant Gemma Rutter**
 - b) Wiltshire Councillor **Nick Holder** (Bowerhill).
 - c) Wiltshire Councillor **Phil Alford** (Melksham Without North & Shurnhold).
 - d) Wiltshire Councillor **Jonathon Seed** (Melksham Without West & Rural).
4. a) To receive **Declarations of Interests**.
b) To consider for approval any **Dispensation Requests** received by the Clerk and not previously considered.
5. To consider holding items in **Closed Session** due to confidential nature *Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting as required (**Agenda item 10(e)**) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
6. **Public Participation**
7. To approve the **Minutes of the Full Council Meeting** held on 25 March 2024.
8. To approve the **Minutes of the Annual Parish Meeting** held on 15 April 2024.
9. **Planning**
 - a) To approve the **Planning Committee Minutes** of 8 April 2024.
 - b) To formally approve the **Planning Committee** recommendations of 8 April 2024.
 - c) **Proposed New Depot** on former Christie Miller Site, Bowerhill. To receive update following pre app meeting with Wiltshire Council on 9 April.
 - d) **Proposed battery storage facility north of Top Lane**, Whitley (Lime Down Solar). To consider community benefit ideas to submit to public consultation www.limedownsolar.co.uk
 - e) To consider latest update on the Melksham Neighbourhood Plan Review (JMNP#2) and to approve additional funding.
10. **Finance**
 - a) To note **Receipts & Payments** reports for March.
 - b) To seek **cheque signatories/online authority** for April payments.
 - c) To approve Bank Account and Fund Transfers.
 - d) **Quarterly Reports** for Qtr 4 Jan, Feb, Mar)
 - i) To note Budget vs Actual
 - ii) To note Bank Reconciliation
 - iii) To note VAT reclaim submitted
 - iv) To note "Over £500 spend" report to meet Transparency good practice

- e) **Council Tax Levels.** To note average Band D Council Tax levels set for local authorities in England for 2024-25: <https://www.nalc.gov.uk/news/entry/2856-the-government-publishes-council-tax-levels-for-2024-25>

11. Asset Management

- a) To receive update on **play area** legal transfers and approve if received (Pathfinder Place, Berryfield, Kestrel Court).
- b) To consider holding an Asset Management Committee Meeting on 24 June (with site meeting beforehand and agree venue).
- c) **Bowerhill Pavilion & Sports Field**
 - i) To approve electricity quotation for the Pavilion.
 - ii) To consider a request from Future of Football to install advertising signage for their tea hut just outside the Bowerhill Sports Field (Wiltshire Council land).
- d) To consider update on bleed kits investigations.
- e) To consider update and agree way forward for Environment Agency project for flood prevention measures at Shurnhold Fields.
- f) To note update on the installation of a new defibrillator outside Bowerhill Village Hall and successful Government grant funding bid.
- g) To approve the upgrade of Office 365 for office computers.

12. Highways

- a) To approve the **Highway & Streetscene** Minutes of 8 April 2024.
- b) To formally approve the **Highway & Streetscene** recommendations of 8 April 2024.
- c) **Local Highway & Footway Improvement Group (LHFIG).** To consider percentage of funding the parish council contributes towards projects in the parish.
- d) **Waiting Restriction Requests.** To review draft proposals and submit comments to consultation (by 7 May) following meeting 18 April.

13. Emergency Response:

- a) To note update on flooding resources from Environment Agency & Wiltshire Council.
- b) To receive update on progress of joint Emergency Plan with Melksham Town Council and use of SSEN grant funding to publicise.

14. Community projects/partnership organisations:

- a) To receive update on the **Village Hall meeting** held on 11 April.
- b) **Wiltshire Explore App.** To receive update following meeting held on 10 April.
- c) **Campaign to Protect Rural England (CPRE).** To receive update following meeting on 4 April.

15. What have we done to meet the Climate Friendly agenda

- a) To consider any action following the Environment Agency report on the sewage overflows into the watercourse in the parish (Southbrook)
<https://www.gov.uk/government/news/environment-agency-publishes-storm-overflow-spill-data-for-2023> Interactive map <https://theriverstrust.org/key-issues/sewage-in-rivers>